

BUILDING MAINTENANCE WORKER (CF)

JOB ANALYSIS BACKGROUND INFORMATION

Date of Study: July 10 & 11, 2001

Collective Bargaining Identification: R12

Job Analysis Conducted By: Marian Dilley, Staff Services Manager I
Fred Freeman, Staff Services Analyst

Number of Incumbents: Per Department of Corrections Filled/Vacant Position
Report dated June 29, 2001, there are 14 incumbents in this
classification.

Subject Matter Expert(s):

Glenn Blashaw Supervisor of Building Trades, Avenal State Prison

Join Nunez Supervisor of Building Trades, Substance Abuse Treatment
Facility--Corcoran

The above subject matter experts remained the same during the entire job analysis process.

INFORMATION GATHERING
BUILDING MAINTENANCE WORKER (CF)

The initial list of task statements and the initial list of knowledge, skills and abilities statements were identified after conducting a literature review which consisted of the following: The State of California Personnel Board Class Specification for Building Maintenance Worker (CF) Revised 6/21/83, review of the Personnel Operations Class File, past job announcements and through opened conversation with the subject matter experts.

Other locations reviewed via Internet websites—State of Tennessee, State of Illinois, State of Ohio, State of Arizona and State of Oregon. Some information was obtained from these websites. They are denoted in bold print in the task and knowledge, skills, and abilities listings.